



Roadmap Advisory Group Meeting Notes

March 22, 2006 (1:30 – 3:30)

OFM Pt Plaza West Training Room

Attendees

Dale Abersold, GA	Denise Doty, DOC	Lynne McGuire, OFM
George Alvarado, DOR	Michelle French, OFM	Tom Parma, DIS
Julie Boyer, Sterling	Cynthia Harris, LNI	Diane Perry, WSP
Scott Came, DIS	Carl Harris, WSDA	Allen Schmidt, OFM
Dan Contris, DOR	Wendy Jarrett, OFM	Chuck Smith, DIS
Rick Cook, DSHS	Darrel Jensen, OST	Scott Turner, DOP
Susan Dodson, OFM	Mark Johnson, WSDA	Tristan Wise, GA
Shyrl Kennedy & Yvette Francois, British Columbia		Michelle Wieburg, SAO

Handouts

- Advisory group [presentation](#).
- [B.C. Post Payment Review Process](#), [governance](#), and [Post Payment Compliance Audit handout](#).
- [Integration Architecture Update](#).

Agenda and Meeting Expectations

Sadie Hawkins opened the meeting by welcoming advisory group members and guest speakers and reviewing the agenda items.

Project Update

Robin Madsen gave a brief update on project developments and communications.

B.C. Post Payment Review

Shyrl Kennedy and Yvette Francois from the Post-Payment Review Office of the Comptroller General in British Columbia, Canada briefed the advisory group on B.C.'s recent implementation of post-payment compliance review using a risk-based approach.

Based on the recommendations of a Hackett Group benchmarking study, B.C. decided to move from pre-audit of expenditure to post-payment compliance review. The Payment Review Office (PRO) was established in late 2001 to manage the risk-based compliance review program to improve efficiency and economy of internal controls.

Once enabling legislation, governance and principles-based policies were in place, B.C. implemented Oracle Financials as an end-to-end paperless process with continuous controls monitoring in a shared services environment. Following a successful pilot with travel and low risk transactions, they received a mandate to expand post-payment review to all payments. They used to pre-authorize millions of travel transactions each year; now they look at just 1,850 in the post-payment audit. Information collected through process metrics and the statistical sampling of audit transactions is systematically used to improve the processes. The goal is to make agencies successful.

Shyrl and Yvette also shared lessons learned from their project. They expressed their confidence that with a clear vision, strong executive sponsorship, good communications, a strong understanding of the business processes and resiliency, the *Roadmap* vision can be accomplished.

Integration architecture update

Scott Came provided an integration architecture update and introduced the conceptual integration architecture. The conceptual architecture is based on the principle that dependencies between integrated systems can be minimized through integration techniques that leverage open industry standards.

The objective is to insulate systems from the impact of changes made to other systems they share information with, through loose coupling rather than tight integration.

Draft Procure-to-Pay bold change ideas

Robin Madsen reviewed the draft bold ideas for change that resulted from the procure-to-pay focus group sessions. Only a few advisory group members were able to stay for this discussion because the meeting was running over schedule. Members cautioned the *Roadmap* team to continue addressing governance

and policy issues, and applying lessons learned from HRMS. A couple members raised concerns about whether some of the bold change ideas could be applied effectively in their agencies. The full advisory group will have the opportunity to discuss and endorse the procure-to-pay recommendations at the next meeting on April 26.

Next Steps / Process Check

If you haven't done so already, please send Grant Management Value Proposition responses to Michelle.French@ofm.wa.gov. It is assumed that 'no response' is an endorsement of the could-be vision and the nine recommendations for change.

An email will be sent when the Procure-to-Pay Value Proposition is available on the *Roadmap* website. Please review the report and come to the April meeting ready to discuss the recommendations and the value proposition for change.

Continue sharing the *Roadmap* plan and vision with agency managers and staff.

The next Roadmap Advisory Group meeting is scheduled for Wednesday, April 26th at the OFM Point Plaza Training Room from 1:30-3:30 pm.